



# Robertson News

October 2013

Volume 9  
Issue 2

**Principal: Mr. Wolf**  
**Secretary: Mrs. Hegenauer**

## ROBERTSON NEWS

OCTOBER 2013

### MESSAGE FROM THE PRINCIPAL

The safety of our children can never be overemphasized, whether it be at home, at school or in between. We have already sent a letter home reminding our Robertson School Community of general safety precautions that should be reviewed at home with every student. Because we are living during times when we must pay close attention to specific safety precautions, it is certainly worth our while to repeat this.

"Stranger Danger" is a concern that is raised every year. It is important that school personnel and parents and guardians review the necessary safety precautions to be used when encountering strangers. Please remind your child to **NEVER** enter the vehicle of stranger. In fact, students walking to and from school or their respective buses should avoid any and all contact with strangers. It is critical to bring matters of this nature to the attention of the school principal and the police as soon as possible. Parent(s) or guardian(s) should call the school at 647-3372 and the Manchester Police Department at 645-5500.

In addition, other safety issues that should be reviewed with children include:

- look both ways before crossing streets;
- use designated crosswalks in the streets;
- walk with a buddy;
- do not speak to or with strangers;
- never get into strange vehicles;
- obey traffic signals, extending courtesy and respect to local merchants;
- remember that just because you see the car, the car may not see you;
- use safety precautions regarding bicycles, scooters, and skateboards;

We appreciate all of your help and support in reviewing these important safety precautions with your child and look forward to another successful and safe school year together.

Stuart Wolf  
Principal

**REMINDER.....WEDNESDAY, OCTOBER 16, IS AN EARLY DISMISSAL DAY FOR TEACHER  
PROFESSIONAL DEVELOPMENT.  
ALL STUDENTS WILL BE DISMISSED AT 1:17.**

Congratulations to the Robertson Parent Teacher Student Association (PTA)! For all its hard work and dedication during the 2012-2013 school year, the Robertson PTA was honored with 3 awards. These awards were issued by the CT PTSA State President. The awards were:

10% Increase in Membership

100% Teacher Membership

10 Outside Community Members

The next PTA meeting is Wednesday, October 23, from 6:15-7:15. Free pizza and childcare are available. Please consider joining the PTA. New members are always welcome!

## TOWN-WIDE SCIENCE FAIR

This year's PTA sponsored Town-Wide Science Fair will take place at Illing Middle School on Saturday, January 11, 2014, from 9:00-1:00. There will be a Parent Orientation Presentation on September 30, at Illing, from 6:30-7:30 p.m.

As in past years there will be extra help sessions offered by PTA volunteers outside of school. They will be held on Mondays at the East Side Youth Center beginning on October 7 and running through December 23. These sessions will go from 6:00-7:30 p.m. Extra help will also be offered on Wednesdays at the Mary Cheney and Whiton Libraries beginning on October 9 and running through December 16. These sessions will also take place from 6:00-7:30.

Please encourage your children to participate. They will learn while they are having fun!

## **READ...READ...READ!!! by Mrs. Ross**

As we begin a new school year, once again, we *must not* forget the importance and value of reading daily. This past summer, we had 68 Robertson readers who participated in the various summer reading programs offered in our community...Manchester Public Schools, Manchester Public Libraries and The Governor's Summer Reading Challenge. A total of 1,155 books were read. WOW! That is wonderful, and we are so proud of those participating readers. The purpose was to encourage continued reading throughout the summer months. We were pleased to recognize our readers and reward them. This is truly the most worthwhile activity one could engage herself / himself in. Remember...it is never too late to begin.

Please be sure your child has a library card to take advantage of the free resources available throughout the coming school year. The library is a wonderful source for free books, reading materials and exciting programs, too.

This year your child will continue to be introduced to many different types of reading material. These reading texts are categorized in various genres such as fiction, nonfiction, fables, fairy tales and more. Help promote your child's interests by seeing that your child sets aside time each day to be reading for pleasure. Also, take the time to discuss with your child what has been read by simply saying..."Tell me about what you've read today?" Or asking..."What was the most interesting or surprising part of what you read today?"

These and many other questions help facilitate dialogue and lead to further discussions and reading. Most importantly, it shows your child that you, too, value reading!

## OCTOBER LIBRARY NEWS

The library is off to a great start this year. Classes have been coming in, learning about library procedures, and participating in computer lab classes.

The K-8 Resource web page can link you and your child to many of the sites they use in school every day along with giving you access to the Robertson Library catalog. Book mark this page on your computer for easy access at any time: <http://mhsweb.townofmanchester.org/library/k8resources.htm>.

Please remember to help your children have a great library year by keeping track of their books, taking care of their books, and returning them on time. Thanks for you help!



Happy October Everyone!

In music class this month our students are learning about Slow vs. Fast and Soft vs. Loud. They have been listening to three composers, Grieg, Haydn and Saint-Saens. Students K-5 are making wonderful illustrations of fast and slow animals, inspired by listening to "The Carnival of the Animals" by Camille Saint-Saens. I will be posting some of the best artwork in the hallway by my classroom...please feel free to stop by and look! This month we will also be singing a number of new songs. Always ask your student to sing to you and share what they are learning in music class. They have been working very hard and have much to be proud of!

Have a musical month!  
Miss Grieco



## CROSS COUNTRY CHALLENGE

The annual Frank Rizza Elementary School Cross Country Challenge will be held on the morning of Saturday October 19<sup>th</sup> at Manchester High School. All 9 Manchester Elementary Schools compete in a 1/2 Mile Race for Kindergarten and First Grade and a One Mile Race for Second through Fifth Grade. Registration forms have been sent home. Mr. Coughlin will be discussing with the students how to prepare for the race during their Physical Education class. PLEASE plan on attending. It does not matter what level a runner you may be. Our goal is simple - continue to be the school with the most runners in the race. Now is the time to start practicing! All runners from our school will receive the Robertson Team T-shirt FREE at the race!! Medals will be awarded to the top 15 runners in each race as well as trophies to the top 3 schools in each race. If you need another entry form, please send a note asking for another form. Visit the Robertson School Physical Education website for details and updates.

(<http://schoolnotes.com/06040/robertsonpe.html>)

I look forward to seeing you there!

Mr. Coughlin

Welcome back to ALL Robertson Families & Art Students!

In Kindergarten we are beginning to learn about lines: Straight, Wavy and Zig Zag lines. We are using our arms to demonstrate these lines, then using drawing to show these lines in another form. Next we use lines to tell stories, like when we made the wavy lines for our fish scene.

The First Grade Artists made portfolios to hold and protect their artwork. They are also drawing a castle with a foreground and a background. They are looking at different types of buildings, such as cave paintings, Stonehenge, and the Taj Mahal.

Second Grade Artists started drawing scarecrows using rulers. We will add oil pastels and yarn. We have looked at Picasso's artwork related to faces.

Third Grade Artists are making 3-D masks. They are learning where and where not to cut on the fold to make the mask work. They are learning more about what is symmetrical and what is asymmetrical.

Fourth Grade Artists are using foil to make popped out images with the subject of "thing with wings." They will then design a border around their artwork.

Fifth Grade Artists are making a collage of insects using scratchboard, a stencil, paper, and colored pencils. They are arranging their stencil to go partly off the paper and partly on the scratchboard in a pleasing design. They will then use the colored pencils to finish their designs.

# October Happenings

## Multiple Abilities Program

We are pleased to continue at Robertson School this year. We are now located in room 19. In addition, we have a 2<sup>nd</sup> classroom this year. Beth O'Connor's class has joined us and is located in room 20. Our students have begun their routines this past month and enjoy time in their grade level classrooms. We look forward to sharing information about our school year in the upcoming months.

Stacey Haggerty





# October News



Mrs. O'Connor's Class Abilities Program

## Looking Back & Looking Forward

There is something about fall that always brings an excitement in the air. The Abilities Program is pleased to have become a new member of the Robertson Community. We are a small specialized class of exceptional learners who have been working hard to learn new routines and make new friends. We look forward to meeting and learning from our grade level peers in the upcoming months. For October we will be practicing our personal safety skills and working hard to learn our sight words.

We look ahead with excitement to share our learning journey with the Robertson Community ...so stay tuned!



# Kindergarten Express

**October 2013**



## Open House/Curriculum Night

Thanks for making our curriculum night successful. It was amazing to see so many families coming together for the students at Robertson. Your presence proves you value your child's education. We hope our presentation answered most of your questions about the kindergarten curriculum. If you were unable to attend, a hard copy of our presentation is available. If you would like a copy or have any questions please feel free to contact us.

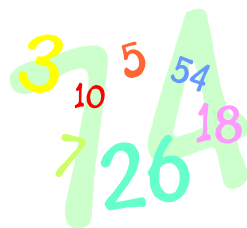


## Language Arts

The Kindergarten students are continuing to work on their "All About Me" theme. We are learning about feelings, parts of the face, and how we are alike and different. Thank you for sharing your "All About Me" posters. The students enjoy hearing about each other's families and interests. Please send in the All About Me Posters by the first week of October. We will be exploring our new Mondo Reading Program. The students will be listening to many big books through shared reading and discovering many new centers. Our shared reading using enlarged texts will include discussions before, during, and after the reading. This strategy will create a high degree of interaction as we encourage students to voice opinions and exchange ideas about the text. The Shared Reading Experience will also provide many insights into student's reading development such as, vocabulary development, letter-sound knowledge, comprehension, and knowledge about text structure.

## Growing with Math

In Math we have been using lessons that ensure that all students develop a positive approach to Math. To begin the new school year, our activities have a very strong connection to the theme of getting to know one another. Students have been singing songs, using Big Books, and exploring hands-on resources such as the Jumbo Cube and the Clothespin graph. Daily the students discuss and record data about the calendar, days of the week, and weather. We also have begun our first Math Unit focusing on "Sorting and Classifying" and "Counting to Ten". We sing math songs, such as, "Where is Red," "Ten Funny Creatures," and "Silly Monkeys".





## Kindergarten continued

### **Foundations**

In our Foundations program, letter formation is closely connected with sound instruction. Students will learn the letter name, its formation, and its sound simultaneously.

The students have been introduced to the Wilson Writing Grid that is designed to guide students in proper letter formation. It consists of 4 lines: \* Sky Line \* Plane Line \* Grass Line \* Worm Line We have worked with the letters: **t, b, f, m, n, c, and a.**

### **Names**

Each and every day the students have become more and more proficient at writing their names. But practice makes perfect! If you can, please set aside about five minutes a day and have your child practice writing his or her name. If they can already write their first and last name, then practice writing their name in lowercase letters. Your involvement is truly appreciated!

### **Reminders**

Tissues are welcome and are voluntary!

Please empty your child's backpack daily.

Please send in a healthy snack daily

Towels for rest can be returned on Mondays.

Extra set of clothes

½ day on October 16th

No School October 14<sup>th</sup>

PTA Meeting October 23rd @ 6:15

Picture day is on October 17th





# First Grade News

First grade is off to a great start. The children are quickly learning the routine and making progress toward becoming a learning community. It was wonderful to see so many families on the first day of school, and at "curriculum night."

In Reading/Language Arts we are using a program called Book Shop. It is used during the daily literacy block and includes whole group and small group strategies. These include oral language, shared reading and guided reading. During guided reading, children work in differentiated groups depending on their independent level, as well as cooperatively at learning centers. During this month we have been learning how to read words as well as the pictures (picture walk), make predictions and make sense of words using beginning and ending sounds.

In Math we are completing Unit 1, learning about counting number sets, how to tally and graph, as well as important math vocabulary words such as more and fewer, greater and less. We also began focusing on addition and subtraction facts within 10.

In Science we enjoyed investigating the many wonders of apples and pumpkins. We learned about Johnny Appleseed, and read many books about apples and pumpkins. We all had the opportunity to taste several different apples, and afterwards, we made a graph to show which was our favorite. We also compared the four seasons and experimented using all of our five senses.

In Social Studies we began a series called "Second Step" which teaches us a new lesson each week about how to respond to each other appropriately, how to control our emotions and how to solve social problems we may encounter.

We are so happy to be working with your children. They are darling!



## Second Grade News

In Reading, the second graders are spending time learning how to work cooperatively in small groups to accomplish given learning tasks, as well as how to complete each of the learning center activities. Some of these tasks include: listening to non-fiction and fiction stories and responding to the stories they have read, reading silently, writing and responding to poetry, and buddy reading with a partner to discuss the stories using accountable talk.

In Math, the students are focusing on using basic fact strategies, place value concepts and properties to solve 2 step math problems.

Some examples of strategies that can be used to figure out or remember facts are:

**Addition Properties:** The zero property states that zero added to any number is the same as the original number. The commutative (or order) property states that the order of addends does not matter:  $3 + 4 = 4 + 3$ .

**Subtraction Rules:** There are two rules for using zero in subtraction. Zero subtracted from any number is the original number and any number subtracted from itself equals zero.

**Counting on and counting back:** For facts such as  $9+1$  or  $7+2$ , you can count on from the greater number. Similarly, for facts such as  $6 - 1$ , you can count back.

**Doubles and near doubles:** If you have two groups of 8 objects, you have double 8, or 16, objects. Doubles facts are usually easy to remember, and can be used to learn other facts. Since  $8 + 8 = 16$ , and 9 is one more than 8,  $8 + 9$  will be one more than 16, or 17.

**Using 10 to add 9:** The place-value system makes adding 10 to a number easy – just increase the digit in the tens place by 1. You can use this to help add 9 to a number. Just add 10 to the number, then subtract 1.

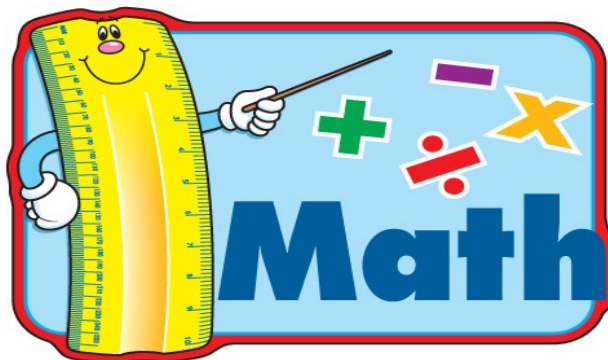
**Fact families:** A fact family is a group of related facts using the same numbers. One example would be  $4 + 3 = 7$ ,  $3 + 4 = 7$ ,  $7 - 3 = 4$ , and  $7 - 4 = 3$ . Fact families are also useful for solving problems with missing addends, such as  $4 + \underline{\quad} = 7$ .

Take out the flash cards! We will have timed 0 – 20 addition and subtraction fact tests throughout the year. The facts should be mastered by the end May.

In Science, the second graders are working on a unit about nutrition called Little D's Nutrition Expedition. The students are transported back to the time of medieval castles and dragons as they learn about the basics of good nutrition and the importance of physical activity. The students enjoy learning about the Five Food Groups with the help of Little D the Dragon, Sir Milkford the Scholar, King Henry the Egg, Queen Anna Banana, Princess Peapod, Prince Waffle and Lady Holly the Cow. They are participating in hands-on activities and will at the end of the unit be able to make good food choices.

Students have set personal goals to be accomplished at the end of the year in grade 2. Some goals include: using my manners more in school; completing math facts more quickly; reading "not too fast and not too slow;" and making new friends.

We had our first Fun Friday and just about everyone got to participate. Hooray for Second Graders!!!!



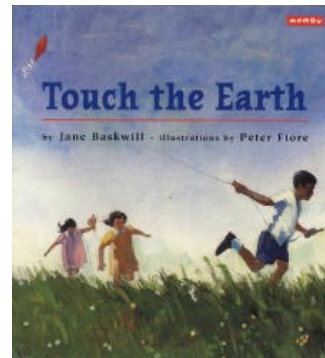
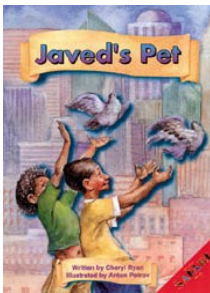
# Third Grade News

Thank you to Third Grade Families for attending the First Day Activity, Curriculum Night, and Open House! We appreciate your support! The Third Grade Teaching Team is excited to announce that the Third Grade students will be the journalists of the newsletter each month. Your third grader will have an opportunity each month to write an article about a school event of his/her choice. Sometimes the class will write an article together. Look for your third grader's name in the newsletter! Be on the lookout for the December Conference preference time sheet if you have not already signed up. For more information please contact your third grader's teacher. (b51kderg@manchesterct.gov, ymercedes@manchesterct.gov, b51scase @manchesterct.gov)

## Reading

In reading we read many books to help us understand different things. As a class we read **Javed's Pet** about a boy who really wanted to get a pet and was trying to convince his mom, but she kept saying NO. Javed was determined! We also read and sang a song about House Monsters and figured out that we are having house monsters inside of us. They are the ones we blame when we are making bad choices like having a tantrum or talking too much. We also read a book about Earth and how it is important to all of us called, **Touch the Earth**. This book also taught us about personification. That is when you give a non-living object, like the wind, human characteristics. For example, "the breeze combs your hair." The breeze can't take out a brush and comb your hair, but the author uses it to help us make a good picture and keep us interested.

We have also learned about the different parts of speech such as nouns, verbs, adjectives, adverbs and pronouns. Mrs. Mercedes would read a book about each one and then we would go "hunting" in our own books to find examples, which we would then write in our Language Arts Journals.



## Social Studies

For social studies we have been learning all about the different skills for learning like: listening, focusing attention, and using self-talk. These things are going to help us be better learners in school and even outside of school. We can even use these skills if we play a sport or an instrument. We have played activities where we have to close our eyes and try to figure out who is reading a book in the room while people are making noises. We have played a game called telephone where we have to listen carefully and pay attention so that we can have the correct phrase repeated at the end. That was a lot of fun and we did it in small groups and as a class. We look at pictures and talk about what we notice about them and try to figure out which skill we are going to be practicing that day. We use a program called Second Step and it has a lot of fun songs and games to help us learn how to be better.

Written By: Mrs. Mercedes' Class

## Personal Narratives

By: Mrs. Case's Class

The 3<sup>rd</sup> grade classes are writing Personal Narrative stories. Personal Narratives are stories about something interesting or exciting about the writer's life. For the past three weeks, we have been learning strategies such as the 5Ws, note taking and listing details/ ideas. Peter wrote about his trip to Northwest Park. Sydney wrote about her new puppies being immunized. Dejavon wrote about his last baseball game, and Nyalisse wrote about her trip to New Hampshire. We will be editing our personal narratives, so we can publish them! We hope to display them in the library, so be on the lookout for them!

**\*\*\*Several students in Mrs. Dergosits' class wrote this article. Then as a writing lesson, the entire class made several revisions.**

### Positive Behavior in Third Grade

Positive behavior in third grade is our focus. Background knowledge helps students' behavior because we already know a lot of positive behavior skills. We learn by using Second Step. So far we learned how to use Self Talk and listening skills. Self-talk is when you focus your mind and tell yourself to ignore distractions. For example, in self-talk we learn to pay attention by participating. Another idea about positive behavior is to listen and pay attention to the teacher and the students. To learn these skills, the teacher uses second step cards. The helpful cards have a written story on the back to match the learning and describing picture on the front. We slowly study the picture and then we think about it. We share kindly about it with another respectful student during Think-Pair-Share. Listening skills are when the teacher is talking and the focused student is looking at the speaker, waiting for his/her turn to speak, remembering what he/she heard, and thinking of questions.

-By Judy, Jhanvi, Brittany, Erin, and Jayden

(Revised by Mrs. Dergosits' class)

### What is Fun Friday?

Fun Friday is a reward to a kid that earned it and that has enough tickets. When you get Fun Friday there are a lot of things we do like Zumba, kickball, and games.

-Judy

I like Fun Friday because it is the kids' time to play. Fun Friday is only for kids that behave in school. It is for kids that listen, pay attention, and follow directions.

-Kelvin

Fun Friday is all about earning tickets, you earn tickets for following the Robertson

Core Values that are Be Respectful, Be Responsible, and Be Safe. For example, when you're walking in the hallway quietly and in a safe way, and a teacher walks by, she gives you a ticket. In order to get tickets for being responsible you need to listen to your classmates and teachers by listening with eye contact and facing forward.

-Hicham

You have to earn Fun Friday. If you get 15 or more tickets, you are in Fun Friday. If you earn 20 tickets you are in Fun Friday plus the 20 Plus Club. Sometimes they have a healthy snack like fruit and veggies. Sometimes we watch a movie or play a game like basketball. Some time we went out and played kickball.

-Jaelon

## Fourth Grade News for October 2013:

Fourth grade has gotten off to a great start! Classroom rules have been developed through class discussion and in the end chosen by the whole class. Everyone has been working very hard learning and practicing classroom routines and procedures while earning PBIS tickets in the classroom and throughout the school.

In math, we have been working on introducing basic fact strategies. We began with addition, moved on to subtraction, and are currently learning multiplication strategies. We are taking the time to really learn and practice these strategies as they are vital to students' success in math as the fourth grade year continues. In school, we have been practicing facts on the computer as well at least 3 times a week. We need your help to also have your child practice at home! Together, we know all students can master all of their basic facts! Remember, mastery is 95% in 5 minutes. Students have already begun tracking their progress through graphing. Just a reminder that flashcards, internet, games, and memorization are all great ways to practice. Reminder- [www.aplusmath.com](http://www.aplusmath.com), [www.kidsnumbers.com](http://www.kidsnumbers.com), [www.funbrain.com](http://www.funbrain.com), xtramath.com.

In reading, we have been working on silent reading endurance. Each child has chosen a "just right" book from the classroom library. Ask your child how long they can hold their reading stamina. In fourth grade, students are expected to read for at least 20 minutes every night and to log the number of pages they read each night. We have focused on different reading tasks while reading our classroom chapter books. These are included in a "tic-tac-toe" box(es). For example, vocabulary words from the story with synonyms, character webs, letter to the character, and long words. Students will continue to practice these as we transition to reading stations.

In science, we have begun a study of Ecosystems. Students have begun to learn what makes up an ecosystem and different types of ecosystems. Students will continue to learn about food chains, webs, and get a hands-on experience dissecting an owl pellet! A great way to help with this unit at home is by taking a hike through the woods or watching Animal Planet.

In social studies, we have begun a study of the Northeast Region. Students have been working very hard to learn the states and capitals that make up the Northeast Region. Students have also learned some facts about Connecticut and will continue to learn about Native Americans in this region.

We look forward to working with each of you throughout the year and thank all parents who were able to come to our Open House/Curriculum Night and appreciate all the parent contact we have had so far. It is so important to have open school-home communication to have a successful school year. We are always available through notes, email, or a phone call. Please don't hesitate to contact us with any questions or concerns.

Thank You,  
Mrs. Serer & Miss Brini



A special message from the Grade 5 teachers~  
Mrs. Gatmaitan, and Mrs. Thomas-DeBari

Welcome to what we know will be a great and final year at Robertson Elementary School!!! As fifth graders you are the role models of the school and all of the younger grades are looking to you for support and guidance. Always remember to display values of respect, responsibility, trust, courage and citizenship.

**A special thank you to all of those who attended Curriculum Night on September 12<sup>th</sup>! We are encouraged to work with your children because of your dedication and support!**

**December conferences** will be here before you know it! There will be a sign up sheet going home in late October-please watch for this notice in your child's mail. Be sure to secure a day and time to meet with your child's teacher.

**LANGUAGE ARTS-** All classes are studying the Biography genre this month. We have been reading and taking extensive notes about many great and inspirational men and women who have contributed positively to society. Ask your child who their top choices are for most interesting individuals and life stories. This will make for an exciting evening conversation at home. During the first week in October (2nd, 3rd, and 4<sup>th</sup>), they will be responsible for orally presenting this one person of their choice in class. Assignment sheets have gone home and should have been signed by a parent/guardian. They will be given time to research in class, but **MUST** be researching at home as well. Have fun making props and choosing clothes around the house that will "become their costume." We look forward to witnessing the transformation that will happen during their presentations.



**SCIENCE-** This year, we will incorporate our Science classes with our Language Arts curriculum. We will do a lot of reading, analyzing, discussing and writing in Science classes. Our first unit in science will focus the Rotation of the Earth, Moon Phases and the Sun. Ask your children about their exciting "out of this world" lessons.

**SOCIAL STUDIES-** Just like our Science classes, we will incorporate Social Studies with our Language Arts curriculum. We will do a lot of reading, analyzing, discussing and writing in Social Studies classes. Our first unit is tied in with our Biography unit. We will be looking at famous explorers who have shaped the world we live in.



**MATH-** This year we begin our focus with understanding place value. We are in the process of preparing our students for the new Core Curriculum standards for math, like computing with whole numbers and decimals, Algebraic connections, addition, subtraction and introduction to multiplication and division of fractions, classifying 2-dimensional figures and exploring volumes of solid objects. Please encourage your child to practice their math facts at home if they are struggling with a certain operation, so they will be strong and well-prepared when tackling these concepts.

**IMPORTANT REMINDERS:** Fifth graders receive an hour of homework each night to reinforce their lessons learned throughout the day. These assignments will consist of work from Reading, Math, Grammar as well as reading log assignments. Some weeks may have Science or Social Studies. Parents/guardians, please help us by checking their planners each night. Each month students will be recognized for *The Homework Hall of Fame*. We would like all of our 5<sup>th</sup> graders to strive for this special achievement. Encouragement from home also helps to reach these goals.

Open communication is essential to the success of all of our students. Please feel free to reach us at any time via phone or email addresses listed below:

Mrs. Gatmaitan~ b25rgatm@manchesterct.gov

Mrs. Thomas-DeBari~ b51cthom@manchesterct.gov

**We look forward to an awesome year and many memorable experiences!**





## **MANCHESTER PUBLIC SCHOOLS**

### **NON-DISCRIMINATION STATEMENT**

Manchester Public Schools is committed to a policy of equal opportunity/affirmative action for all qualified persons. Manchester Public Schools does not discriminate in any employment practice, education program, or educational activity on the basis of race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, disability (including, but not limited to, mental retardation, past or present history of mental disability, physical disability or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. Manchester Public Schools does not unlawfully discriminate in employment and licensing against qualified persons with a prior criminal conviction. Inquiries regarding Manchester Public School's nondiscrimination policies should be directed to:

Terri Smith, Human Resources Specialist/Title IX Coordinator  
Manchester Public Schools  
45 North School Street  
Manchester, CT 06042  
860-647-3595

Shelly Matfess, Director of Pupil Personnel Services  
Section 504 Co-Coordinator  
Manchester Public Schools  
45 North School Street  
Manchester, CT 06042  
860-647-3452

or

Suzanne Valade, Coordinator of School Health Services  
Section 504 Co-Coordinator  
Manchester Public Schools  
45 North School Street  
Manchester, CT 06042  
860-647-3324

### **Title IX Notice**

Title IX is a federal law which states: "No person in the United States shall on the basis of sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal assistance."

Manchester's Title IX coordinator is:

Terri Smith  
Manchester Public Schools  
45 North School Street  
Manchester, CT 06042  
Phone: 860-647-3595  
Fax: 860-647-3327

The Title IX Coordinator is responsible for monitoring the overall implementation of Title IX for the school district and coordinating the institution's compliance with Title IX in all areas covered by implementing regulations. The major responsibility is the prevention of sexual harassment and discrimination.